

**CITY OF GREENVILLE  
CORPORATE  
APPLICATION FOR MONTHLY PARKING  
COMMONS PARKING GARAGE**

**CORPORATE NAME** \_\_\_\_\_  
(PLEASE PRINT OR TYPE)

**CORPORATE ADDRESS** \_\_\_\_\_  
(NUMBER AND STREET) CITY STATE ZIP

**CORPORATE PHONE** \_\_\_\_\_ **FAX NUMBER** \_\_\_\_\_

**RESPONSIBLE PARTY** \_\_\_\_\_  
NAME TITLE

The parking fee is **\$69.70** per month per Card, and is due in advance, on or before the first day of each month. If the fee is not paid by the 10th of the month, a late fee totaling 10% of the outstanding balance will be added and the card will be disabled. Once the Card is disabled the daily parking charge must be paid in order to exit the facility and will not be applied towards your balance or refunded.

There is a **\$69.70** per Card deposit, due in advance and refundable, without interest, upon surrender of your valid Card. (The deposit will be returned in full provided that all monthly charges are paid in full and the Card is turned in no later than the 5th day of the month. If tag is not returned by the 5<sup>th</sup> day of the month, you will owe for that month.) Deposits are not required for companies holding twenty or more Cards.

Loss of a valid Card results in a replacement fee of **\$25.00** per Card.

Parking assignment sheet must be filled out by each individual a monthly Card is assigned to. Failure to notify the Parking Division of changes in parking assignment, or changes of information requested on the parking assignment sheet may cause the monthly Card(s) to be disabled until all information is received.

Once the Card is issued, it will allow you to park at this facility only. The Card is to be used by **assigned person only, NO EXCEPTIONS**. Unauthorized use of the card by other persons will result in permanent cancellation of monthly parking privileges at all city parking facilities.

**NO REFUNDS** shall be given for parking fees.

The City of Greenville reserves the right to cancel this agreement, at its discretion, given a thirty (30) day written notice.

The City reserves the right to increase parking fees after giving a thirty (30) day written notice.

Make checks payable to "**CITY OF GREENVILLE**", please put Card number and facility name on your check and mail to City of Greenville, Parking Services Division, P.O. Box 2207, Greenville, SC 29602.

The monthly Card is valid only for regular business hours as determined by the City. Regular business hours are defined as Monday through Friday, 7:00a.m. to 6:00p.m. This also includes reserved parking spaces. **Monthly parkers entering the garage without the Card will be required to pay the prevailing daily rate.**

**The City shall not be responsible for loss, damage to property or personal injury as a result of parking at the above location. The undersigned relieves the City from any and all claims which they may have.**

Any vehicle left in this parking building longer than 72 hours (three days) without notifying the Parking Division is subject to being towed, at the owner's expense, at the discretion of the City of Greenville.

**I have read and understand the above application and agree to abide by all rules and regulations of said application.**

\_\_\_\_\_  
SIGNATURE OF RESPONSIBLE PARTY DATE

**NOTIFY THE PARKING DIVISION AT 467-4900, WHEN ANY CHANGES IN VEHICLE(S) OR ADDRESS INFORMATION OCCURS.**

**OFFICE USE ONLY:**

**Date Issued:** \_\_\_\_\_ **# of Cards:** \_\_\_\_\_ **Issued By:** \_\_\_\_\_ Revised March 26, 2003